



Navajo Nation Youth Advisory Council (NNYAC) 2020-2022 Application

Instructions

Thank you for your interest in applying for a position on the Navajo Nation Youth Advisory Council (NNYAC). To be eligible to apply, you must be a current registered Navajo Nation member, be between the ages of 14-24, and served as a community volunteer for at least two (2) years (pursuant to CAP-26-17). The position is a two (2) calendar year term, from February 11, 2020-February 11, 2022 and Council members are expected to fulfill the following responsibilities:

- Members can expect to put in 1-3 hours of Council-related work each week.
- Timely communication. The bulk of our communication is through email and telephone. Responding to emails within 24 hours is expected. Each member selected must have a reliable cell phone and an active email account.
- If a member is 18 years old or older, they must have registered with a Navajo Chapter. If a student is 17 years old and younger, they must provide a copy of their parent's Chapter registration card.
- The NNYAC holds monthly meetings, and on occasion, will conduct working group calls. These calls occur often during evenings and sometimes during weekends. Most Council work happens during these calls and members are expected to participate on each of these calls.
- Meeting dates and locations are determined approximately one (1) month prior.
- Actively participate in NNYAC activities. Including, but not limited to, designing and implementing your own project ideas.

The application package must be submitted electronically to **by 5:00 p.m. DST, Monday, January 31, 2020. Applications may be scanned and emailed to Yvonne Kee-Billison, Executive Staff Assistant, Office of the President and Vice President. Email: yvonnekeebillison@navajo-nsn.gov or fax to: (928) 871-4025.**



To be considered for a position you must submit a complete NNYAC application, consisting of the following documents:

- NNYAC Application (Includes personal response, which can take the form of an essay or video)
- Résumé (Please include the following):
 - Education
 - Work Experience
 - Community Service
 - Major accomplishments of community service
 - Professional Development (i.e. awards, conferences attended, relevant training, publications, etc.)
 - Please limit yourself to a two-page limit, save as a PDF, and attach it to the email with your application
- Two Recommendation Forms (Please only use these forms, do not send additional letters of recommendation):
 - **One** community leader recommendation
 - **One** recommendation letter of someone of your choice (not a family member)
- You may be contacted to provide an interview, submit any additional documents and/or information.

Position Description

A. Council Structure

NNYAC consists of 12 members as follows:

- Ten (10) volunteers ages 14 to 24, representing Navajo Nation agencies, two (2) At-large positions representing those Navajo youth living off the reservation. There shall be a selection of a male/female. Of these twelve 12, a Chair, Vice Chair, Secretary and Treasurer will be selected by the members.
- Three (3) adult volunteer mentors shall assist the NNYAC. They shall be selected respectively by the Three (3) Branch Chiefs.

B. Responsibilities of NNYAC

- The purpose is to increase engagement with our existing youth volunteers, as well as, increase youth involvement with the organization as a whole. To advocate and support youth across the Navajo Nation. Be a voice!
- Consult, advise, and advocate on behalf of youth in accordance with the Navajo Nation policy, protocol and structures.
- Work with our three (3) branch mentors selected and other tribal departments, as necessary, to help prioritize youth involvement issues and needs.



Member Responsibilities

- Represent needs and advocate on behalf of interests of Navajo Nation youth involved in the Navajo Nation and make decisions and recommendations on issues presented to NNYAC.
- Direct and/or participate in NNYAC projects and activities.
- Read and become familiar with materials that are sent out prior to meetings and calls.
- Serve as role models for youth of the Navajo Nation and responsibly demonstrate commitment to youth involvement for future members.
- Be able to travel on behalf of NNYAC and provide presentations as necessary.
- Have positive professional behavior and attitude. Appropriate conduct is important and expected.
- Adhere to directions, assignments, etc. by the three Branch Chiefs and the advisor(s).
- Be a positive role model and be active within your community.
- Be a champion and a voice for youth across the great Navajo Nation!

Please complete packet by (1/31/2020/5: 00 PM DST).

Submit by email to Yvonne Kee-Billison, yvonnekeebillison@navajo-nsn.gov or hand deliver your completed application packet to the Office of the President and Vice President . You may also fax to: (928) 871-4025.



PLEASE WRITE LEGIBLY

Applicant Information		
Full Name:	Date of Birth:	Age:
Navajo Census Number:	Chapter Affiliation: (If under 18, please submit parent card)	
Permanent Address:		
City:	State:	Zip Code:
Primary Cell Phone Number:	Primary Email Address:	
Primary Parent/Guardian Information		
Parent Name:		
Cell Phone Number:	Home Number:	Work Number:
Email Address:		
Parent Name:		
Cell Phone Number:	Home Number:	Work Number:
Email Address:		
Emergency Contact Information		
Contact Name #1:	Relationship:	
Cell Phone Number:	Email Address:	
Contact Name #2:	Relationship:	
Cell Phone Number:	Email Address:	

School Information		
School Name:		
School Address:		
City:	State:	Zip Code:
Current Grade Level:		



Leadership & Community Service

List up to five(5) leadership or community service experiences or projects you have completed in your community/ school (Title of Project & When).

- 1.
- 2.
- 3.
- 4.
- 5.

Questionnaire (Circle One)

1. Are you a member of your School's student council or body? **[yes/no]**
If so, what position:
2. Are you a member of another Youth Council? **[yes/no]**
If so, please provide the name and address of the council.
3. Are you active in your community? If so, please indicate how many hours of volunteer time you have contributed. **[less than 5] [5-10] [10-15] [15-20] [25+]**

Short Essay Questions (300 words maximum) Please complete on a separate sheet of paper.

1. What challenges or issues do you see in your community that effect your peers and/or families?
2. Based off your response from Question #1, what solutions do you feel will overcome those challenges or issues?
3. How will your leadership and service benefit the Navajo Nation Youth Advisory Council?
4. Name someone who has been an inspiration to you. What about them inspires you?



Two Letters of Recommendations

	One (1) Letter from Your Community Leader
	One (1) Letter from Someone of Your Choice (Not related)

By signing your name below, I am indicating that all of the information in my application is complete, factually correct, and honestly presented. Furthermore, I authorize the Navajo Nation to verify any information contained in this application. It is understood that any misrepresentations or omissions, regardless of the date of discovery, will result in resignation from the Navajo Nation Youth Advisory Council.

Applicant's Signature: _____ Date: _____

Parent's Signature (If under 18): _____ Date: _____



Navajo Nation Youth Advisory Council Candidate Recommendation Form

Candidate's Full Name: _____

The above-named candidate is being considered for membership to the Navajo Nation Youth Advisory Council (NNYAC). NNYAC members represent the needs and interests of Navajo Nation youth. Members of NNYAC not only serve as role models for Navajo Nation youth, but also serve as leaders within their respective communities. NNYAC members consult, advise and advocate on behalf of Navajo youth by working exclusively with the Nation's Three Branch Chiefs and three (3) professionals appointed by the Three Branch Chiefs.

Candidates will be evaluated and admitted to serve as a Council member based on their character, leadership and service to their communities. Your recommendation is vital in determining whether the above-named candidate will be admitted to serve as a Navajo Nation Youth Advisory Council member.

Please complete the form to the best of your knowledge and return it to the candidate as soon as possible.
Candidates must submit their application by January 31, 2020, 5:00 p.m.. Thank you for your participation.

Name of Person Completing this Form: _____

Relationship to Candidate: _____



Overall Impression of the candidate (Please Circle One):

Strongly recommend

Recommend

Do not recommend

Please rate the student using the scale provided. For responses of 2 or lower, please comment	1= Poor 3= Average 5= Excellent	Comments:
Attitude		
Ability to lead peers		
Ability to work collaboratively with others		
Ability to keep commitment/meet deadlines		
Communication Skills (timely responses, etc.)		
Initiative		
Respect		
Punctuality		
Leadership Potential and Ability		
Maturity		
Responsibility		

Please share any additional information about the candidate you feel is important for the selection committee to consider.

Signature: _____ Date: _____



**Navajo Nation Youth Advisory Council
Candidate Recommendation Form**

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